

LEGAL

Statement of Purpose

To provide in-house counsel and legal representation at a level of expertise for County government.

Outcomes

1. In March the Legal Department will distribute a client satisfaction survey to all departments that will assist in determining the success of legal services offered. The outcome of achieving 95% approval rating is expected.
2. Assist all County departments with contract preparation and review. Legal Department standard is to complete the requested contract procedure within five (5) working days at least 95% of the time.
3. An attorney will attend all Board of County Commissioners, Planning Board, Board of Adjustment, and Subdivision Review Board meetings to provide immediate legal assistance.
4. Collect funds owed to the County for worthless checks, delinquent accounts, or other monies owed to the County. The outcome of achieving a 50% collection rate is expected.
5. To continue to provide all requesting departments with legal assistance, including research and document preparation, in a timely manner.

Legal Services

Reinventing Department

Organization: 120100

	2004/05 Actual	2005/06 Current	2006/07 Requested	2006/07 Approved	Percent Change
Revenue					
Federal & State	\$3,454	\$0	\$0	\$0	0%
Miscellaneous	424	0	0	0	0%
General Fund	213,862	236,994	243,076	243,076	3%
Total	\$217,740	\$236,994	\$243,076	\$243,076	3%
Expenses					
Personal Services	\$200,660	\$227,099	\$218,034	\$218,034	-4%
Supplies & Operations	17,080	9,895	25,042	25,042	153%
Capital	0	0	0	0	0%
Total	\$217,740	\$236,994	\$243,076	\$243,076	3%
Employees					
Permanent	2.80	3.00	3.00	3.00	0%
Hourly	0.00	0.00	0.00	0.00	0%
Total	2.80	3.00	3.00	3.00	0%

Fiscal Year 2004/05 Outcome Achievements

Total Outcomes	Achieved	Partially Achieved	Not Achieved	Success Rate
7	7	0	0	100%

Significant Changes:

Legal Services achieved 100% of the outcomes submitted for Fiscal Year 2004/05. Outcome successes included receiving a 99.6% satisfaction rating on a survey distributed to County departments that use legal services and achieving a five day turnaround time for contract preparation and review 99.7% of the time.

Fiscal Year 2006/2007 outcomes continue to measure the Legal staff's response to all user departments.